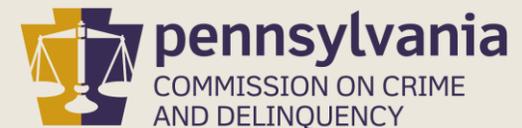


FEDERAL TRANSPARENCY ACT CERTIFICATION

A Guide to Completing
the Federal
Transparency Act
Certification Section
in Egrants



Completing the Federal Transparency Act Certification Section

FEDERAL TRANSPARENCY ACT CERTIFICATION

Section Point Value: 0

Completion Status:

Created By:

Last Update By:

Created Date: 9/9/2019 1:11:07 PM

Last Update Date: 9/9/2019 3:50:59 PM

APPLICANTS ARE **ONLY** REQUIRED TO ANSWER **QUESTION #2**. Question #1 and questions 3 through 6 are **NOT** required.

The implementation of the Federal Funding Accountability and Transparency Act of 2006 requires a single searchable website, accessible by the public without cost, for each federal award of \$25,000 or more over the life of any subaward. In order to satisfy this requirement, applicants and subrecipients are required to have a DUNS number and to maintain a current registration in the System for Award management (SAM). Information on how to request a DUNS number and register with SAM is available in the Funding Announcement Guidelines or on the PCCD Website. Additionally, if subrecipients/contactors are applicable and receiving \$25,000 or more through the life of this federal award DUNS and SAM information must be provided. The applicant must also provide the primary place of performance of the subaward and the names and annual salaries of the five most highly compensated officers in their agency if the agency meets certain criteria as described below. Additional information relating to the Act can be at <https://www.fsrs.gov/>

1. The following questions pertain to the applicant agency's DUNS number and SAM registration.

1.1. Enter the applicant agency's DUNS number.



1.2. Enter th

Applicants for Non-Profit Security grants need only to complete Question 2 of the Federal Transparency Act Certification section.

Completing the Federal Transparency Act Certification Section

2. Primary Place of Performance: The Office of Management and Budget (OMB) defines the place of performance as 'The location where a majority of the effort required to satisfactorily fulfill the intended purpose of the award will be completed.' Provide the following information to identify the Place of Performance for this grant award.

2.1. City (i.e. Harrisburg). Max 35 characters -

NOTE:
City is required for Federal Grants.

For State grants, the value "STATEWIDE" is possible in the 'County' field and if selected, the field 'City' can be left blank.

If the money is expended in multiple locations with the majority spent in a single address, agencies can list that city location as the Primary Place of Performance.

2.2. State - Choose from the list of valid states

A value for State is always required.

Question 2 consists of four parts.

2.3. Zip + 4 (i.e. 171091244) Exclude hyphen

NOTE: Zip+4 is required for Federal Grants. For State grants, the value "STATEWIDE" is possible in the 'County' field and if selected, the Zip+4 field should represent the Zip+4 of the Primary Place of Performance

However, if the money is expended in multiple locations with the majority spent in a single address, agencies can list that location as the Primary Place of Performance

2.4. County - Choose the grant's primary county of performance (where the highest value of the grant is to be applied). If the grant is Statewide, please select 'STATEWIDE'

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Enter the Primary City of Performance in field 2.1.

2.2. State - Choose from the list of valid states

A value for State is always required.



(If the applicant's response to field 2.4 is "Statewide," field 2.1 can remain blank.)

2.3. Zip + 4 (i.e. 171091244) Exclude hyphen

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Liverpool 

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A value for State is always required.

PA  

Click on the down arrow and select PA as the response to field 2.2.

2.3. Zip + 4 (i.e. 171091244) Exclude hyphen

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123451234 

Enter the Zip+4 of the Primary Place of Performance in field 2.3.

2.4. County - Choose the

Enter only numbers. Do not enter a dash between the zip and plus four.

'STATEWIDE'

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123451234 

2.4. County - Choose the grant's primary

023 - Delaware   

Click on the down arrow and select the county where the highest grant performance will occur.

If the grant project will be performed across the state, select "STATEWIDE" from the drop-down list.

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APPLICANTS ARE **ONLY** REQUIRED TO A

When responses to Question 2 are complete, scroll up to **Completion Status** and click on the down arrow.

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1. The following questions pertain to the applicant agency's DUNS number and SAM registration.

1.1. Enter the applicant agency's DUNS number.



1.2. Enter the applicant agency's DUNS + 4 number, if applicable.

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Section Point Value: 0

Completion Status: Complete ▼

Created By:

Last Update By:

Created Date: 9/9/2019 1:11:07 PM

Last Update Date: 9/13/2019 8:25:24 AM

APPLICANTS ARE **ONLY** REQUIRED TO

Select **Complete** from the drop-down list, and scroll to the bottom of the page.

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1.2. Enter the applicant agency's DUNS

At the bottom of the page, click on **Save**.

Submit Issue/Comment

View History

Save

Cancel

Completing the Federal Transparency Act Certification Section

<u>Section Name</u>	<u>Status</u>
Exeuctive Summary	Complete
Procurement Details	Complete
Program Activities	Complete
Required Documents	Complete
Fiscal Accountability	Complete
Federal Transparency Act Certification	Complete
State Funding Announcement Certifications	Complete

Egrants will return to the APPLICATION SECTIONS screen and the Federal Transparency Act Certification section will be in Complete status.